



DEPARTMENT OF THE ARMY
HEADQUARTERS EASTERN REGION
UNITED STATES ARMY CADET COMMAND
BUILDING 203, OLD IRONSIDES AVENUE
FORT KNOX, KY 40121-5610

REPLY TO
ATTENTION OF:

ATOE-ZI

6 December 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Eastern Region Policy Letter 3 - Right to Present Complaints to or Request Assistance from the Inspector General (IG)

1. References.

- a. AR 20-1, Inspection General Activities and Procedures, dated 29 Mar 02.
- b. AR 1-201, Army Inspection Policy, dated 12 Jan 04.
- c. AR 385-10, Army Safety Program, dated 29 Feb 00.

2. Purpose. To provide command policy concerning the right to present or request assistance from the IG.

3. Responsibility.

a. All soldiers, civilians and cadets have the right to present complaints, grievances or requests for assistance to the IG. These may include what is reasonably believed as evidences of fraud, waste and abuse.

b. Soldiers, civilians or cadets should consider whether their concerns can be addressed more quickly and simply by their chain of command or immediate civilian supervisor before visiting the IG. Civilians may also consider using one of the procedures in paragraph c, below. You do not have to present your concerns to your chain of command before visiting the IG and you do not have to tell anyone why you want to speak with the IG. However, you must obtain permission to be absent from your duties if you wish to visit the IG during your duty hours.

c. Civilian Personnel Regulations prescribe procedures for civilian employees to use in submitting complaints that pertain solely to civilian employee matters. These include complaints on such personnel actions as reductions-in-force, removals, disciplinary measures and similar actions. If you want to submit this kind of complaint, contact the Civilian Personnel Advisory Center (CPAC) at (502) 624-3429, who will give you information about the pertinent regulations and tell you the procedures to follow. If you want to submit a complaint about discrimination in employment because of race, color, religion, sex, age, national origin or handicap condition, contact the Equal Employment Office at (502) 624-2545.

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d. All soldiers, cadets and civilians who have a complaint about matters other than civilian employment or violations of regulations of procedures in processing complaints about personnel actions and who feel their complaint has not been resolved by their supervisor, may visit, call or write their local IG, MAJ Elizabeth L. Grossi, HQ, Eastern Region, USACC, Building 203, Old Ironsides Avenue, Fort Knox, KY 40121-5610, phone number: (502) 624-5428 or DSN 464-5428, FAX: (502) 624-5826, email: Elizabeth.Grossi@USACC.ARMY.MIL

e. If you believe your local IG's response to you is not fair, complete or in accordance with law and regulation; or if you believe your interests may be jeopardized by contacting your local IG, you may write to the Inspector General, U.S. Army Cadet Command, 55 Patch Road, Fort Monroe, VA 23651, or call (757) 788-4528. You may also call the Department of the Army Inspector General (DAIG) or the Inspector General, Department of Defense (DoDIG) Hotline. Their telephone numbers are: DAIG: Toll free: 1-800-752-9747, DoDIG: Toll free: 1-800-424-9098, commercial, (703) 604-8569.

f. Department of the Army personnel are prohibited from taking any action that restricts you from filing a complaint, seeking assistance or cooperating with the IG, or a member of Congress. They are also prohibited from taking any disciplinary or adverse action against you for filing a complaint, seeking assistance or cooperating with the IG, a member of Congress or any agency established to receive such complaints. However, if you lie or knowingly make false accusations to the IG, you are subject to disciplinary action.

g. Per Army Regulation 20-1, paragraph, 1-12, the IG has a duty to protect confidentiality to the maximum extent possible. This is true for all persons who ask the IG for help, make a complaint, give evidence, interact with or assist an IG during an inspection or investigation.

4. You may report complaints about hazardous work conditions (unsafe or unhealthy) by using procedures in AR 385-10, chapter 3.

5. All units will post a copy of this memorandum, uncovered, on the unit bulletin board.

6. "COMMITTED TO EXCELLENCE!"


ROBERT J. FRUSHA
COL, IN
Commanding

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